



**The City of New York  
LAW DEPARTMENT**

**ZACHARY W. CARTER**  
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January 20, 2016

**VIA HAND**

Honorable Cheryl L. Pollak  
United States Magistrate Judge  
United States District Court  
Eastern District of New York  
225 Cadman Plaza East,  
Brooklyn, NY 11201

Re: Stephen Burrowes v. Police Officer Andre Morris, et al., 15-CV-5097 (ENV)(CLP)

Your Honor:

I am an Assistant Corporation Counsel in the office of Zachary W. Carter, Corporation Counsel of the City of New York, representing defendant City of New York in the above-referenced matter. I am enclosing subpoenas for the release of Family Court records to be so ordered by Your Honor. I respectfully request that Your Honor endorse the enclosed subpoenas. I would also respectfully request that Your Honor advise me when the subpoenas are ready to be picked up so that I can arrange to have them picked up at the convenience of the Court.

I thank the Court for its consideration of this request.

Respectfully submitted,

/s/

Deborah L. Mbabazi  
Assistant Corporation Counsel  
Special Federal Litigation Division

Encl.

Cc: **VIA FAX 917-210-3700 (Cover Letter)**

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